

Library Board of Directors
Regular Meeting Minutes

Tuesday, February 18, 2025, 7:00pm
 Library Meeting Room and Zoom
 502 State St, Hood River

Library Board:

Board President: Brian Hackett, *Board Vice-President:* Karen Bureker, *Board members:* Megan Janik, Sara Marsden, and Jean Sheppard.

The Hood River County Library District will hold this meeting by offering a hybrid format. Participants can attend in-person or on Zoom Conferencing. Please use the following phone number or video link:

1-253-215-8782, <https://us02web.zoom.us/j/89745812618?wd=NFBFT0xUVjFSN0dDVGNiZTVsNDQ2dz09>, Meeting ID: 897 4581 2618

	Agenda Items	Action	Responsible
I.	Call to Order Board President Brian Hackett called the meeting to order at 7:01pm.		Brian Hackett
II.	Roll call Fox conducted a roll call. Brian Hackett, Karen Bureker, Sara Marsden, Megan Janik, and Jean Sheppard were present.		Rachael Fox
III.	Approval of the agenda (additions/corrections/deletions) A motion to approve the agenda was made by Bureker and seconded by Marsden. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.	Motion	Brian Hackett
IV.	Approval of the consent agenda A motion was made by Bureker to approve the consent agenda, which included the January 21, 2025 Library Board meeting minutes and the elevator safety test invoice. The motion was seconded by Marsden. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.	Motion	Brian Hackett
V.	Actual or potential conflicts of interest None stated		Brian Hackett
VI.	Citizen comment (3 minutes each) None present		Brian Hackett
VII.	Reports		

	i. January 2025 Financial Statements There was nothing to add to the written report.		Rachael Fox
	ii. Friends update There was nothing to add to the written report.		Rachael Fox
	iii. Foundation update There was nothing to add to the written report.		Rachael Fox
	iv. Director's report Fox reported learning about recommended policy updates and new policies to implement at the Special Districts Association of Oregon conference in February 2025. She plans to present these policies to the Library Board in the future.		Rachael Fox
III.	Old Business		
IX.	New Business		
	i. Budget Officer and Budget calendar approval There was discussion regarding the availability of existing budget committee members and whether to alter the meeting dates. Six out of seven members and all candidates who applied for the budget committee are available. The final member can make the scheduled date work, but it would be more difficult for them due to being out of the county both during the period prior to the meetings and during the first meeting itself. The board decided to approve the proposed dates. Bureker proposed appointing Library Director Rachael Fox as the budget officer and approving the budget calendar. Marsden supported the motion with a second. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.		Brian Hackett
	ii. Attorney contract renewal A motion to approve the attorney contract renewal with Ruben Cleaveland was made by Marsden and seconded by Bureker. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.	Motion	Brian Hackett
	iii. Garden's Maintenance contract renewal A motion to approve the Garden's Maintenance contract renewal with Crystal Greens was made by Marsden and seconded by Bureker. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.	Motion	Brian Hackett
	iv. Intergovernmental agreement Parkdale Library A motion to approve the Intergovernmental agreement with	Motion	Brian Hackett

	Parkdale Rural Fire District contract was made by Burker and seconded by Marsden. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.		
	v. Library Director evaluation timeline A motion to approve the Library Director evaluation timeline was made by Bureker and seconded by Marsden. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.	Motion	Brian Hackett
	vi. Library card policy The Library Board discussed restricting provisional library cards from accessing the Library of Things collection due to the high value of some items. Fox will research this option and present policy updates for discussion at the March 18, 2025 Library Board meeting.	Motion	Brian Hackett
	v.ii. City Council of Hood River liaison The Library Board discussed possible candidates to serve as the liaison. Hackett indicated his willingness to serve if needed. Bureker then stepped forward as a candidate. The board also discussed the possibility of rotating the role in the future. A motion to approve Karen Bureker as the liason with the City Council of Hood River was made by Marsden and seconded by Janik The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.	Motion	Brian Hackett
	viii. Hood River Urban Renewal Agency Fiscal Year 2023-24 Annual Statement The Library Board discussed the timeline for the Waterfront District closure. Fox indicated she understood that it would remain open for another fiscal year.		Brian Hackett
X.	Announcements		
	i. Comments from board members Burker reported attending the Public Meeting Law training in Hood River. She learned that candidates running for office do not need to complete the training before election. Board members are required to complete the training once during their term. Marsden and Hackett had plans to complete the training.		All
	ii. Requests/Comments from Library Director There were not requests or comments.		Rachael Fox
XI.	Agenda items for next meeting <ul style="list-style-type: none"> • Policy review • Library Card Policy review 		Brian Hackett

	• Budget Committee approval		
XII.	Adjournment regular meeting		Brian Hackett

Other matters may be discussed as deemed appropriate by the Board. If necessary, Executive Session may be held in accordance with the following. Bolded topics are scheduled for the current meeting's executive session.

- ORS 192.660 (1) (d) Labor Negotiations
- ORS 192.660 (1) (e) Property
- ORS 192.660 (1) (h) Legal Rights
- ORS 192.660 (1) (i) Personnel

The Board of Directors meets on the 3rd Tuesday each month from 7:00pm to 9:00pm in the Jeanne Marie Gaulke Memorial Meeting Room at 502 State Street, Hood River, Oregon. Sign language interpretation for the hearing impaired is available if at least 48 hours notice is given.